



HEADQUARTERS, UNITED STATES FORCES KOREA  
UNIT #15237  
APO AP 96205-5237

REPLY TO  
ATTENTION OF:

FKCC

28 SEP 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USFK Command Policy Letter 26, Command Sponsorship for Service Members in Area I

1. This policy supersedes USFK Command Policy #26, Command Sponsorship for Area I, dated 29 April 2009. It remains in effect until specifically rescinded or superseded.

2. References:

- a. [USFK Regulation 614-1](#), Military Command Sponsorship, 26 Oct 09
- b. Joint Federal Travel Regulations (JFTR), Appendix Q, OCONUS Tour Lengths/Tours of Duty, Part 1: DOD Service Members
- c. [DoD Directive 1315.07](#), Military Personnel Assignments, 12 Jan 05
- d. [DoDEA Regulation 1035-1](#) Use of Non-DoD Schools, 14 Aug 03
- e. [DoDEA Regulation 1342.13](#) Eligibility Requirements for Education of Elementary and Secondary School-age Dependents in Overseas Areas, 20 Sep 06.

3. Area I locations at Uijeongbu and Dongducheon have been authorized two-year accompanied tour lengths since 8 December 2008. At that time, Area I did not have a DoD Dependent School. Casey Elementary School (K-8) has opened on 30 August 2010, allowing families to register their elementary school-age children. This is great news for our Service members and government civilians serving in and around USAG Casey. Due to this new development, we have updated the counseling memorandum at the enclosure.

4. Commanders will ensure Service members who desire to serve an accompanied tour in Area I complete the memorandum at the enclosure after receiving counseling on the contents of the enclosure by an O-5 or above commander. This requirement is to ensure Service members are aware of the limited benefits normally associated with command sponsorship in Area I. Commanders will now address the availability of Casey Elementary School during their command sponsorship counseling. At the completion of the counseling session, the Service member and the counselor will sign the enclosure, acknowledging the limited availability of services and awareness of Casey Elementary School. The command sponsorship packet will include the signed memo and acknowledgement and the Service member's projected assignment.


FKCC

SUBJECT: USFK Command Policy Letter 26, Command Sponsorship for Service Members in Area I

5. POC is the J1 Policy and Programs Branch, DSN 723-5632, [J11WorkFlow@korea.army.mil](mailto:J11WorkFlow@korea.army.mil).

Encl  
as

DISTRIBUTION:  
A

  
WALTER L. SHARP  
General, U.S. Army  
Commander

FKCC

SUBJECT: USFK Command Policy Letter 26, Command Sponsorship for Service Members in Area I

Enclosure

Format For Memorandum and Acknowledgment of Command-Sponsored Benefit Limitations  
Personnel Assigned in Korea Area I

Memorandum for Record

Date

Subject: Acknowledgement of Command Sponsorship Benefit Limitations in Area I

1. Area I has the following limitations for Service members requesting command sponsorship:

a. Housing:

(1) Area I does not have government family housing for command sponsored families and must rely on the private sector to support the housing requirement. Service members electing a command sponsored tour in Area I will receive Overseas Housing Allowance (OHA) for Area I at the with-dependent rate, be authorized shipment of 50% of their household goods, and have logistical support from the Housing Division for furniture and appliances for the duration of the tour. In addition, housing referral services will be provided to assist Service members and their families to locate suitable private rental housing, with lease negotiations, and with translations services and landlord/tenant dispute resolution.

(2) USAG Yongsan in Area II will support a limited number of command sponsored families from Area I. Service members assigned to Area I who request to have command-sponsored Family members reside in Area II must complete an exception to policy request with supporting documentation validating the requirement, including concurrence from the gaining command's O6 level or above commander. Approval authority for the request is the USAG Yongsan Commander, who will consider requests based on bona-fide needs of Family members. Upon approval, Service members will be placed on the USAG Yongsan housing waiting list and/or issued a certificate of non-availability to reside in private sector housing off post. Service members who make this request must understand they must also request and receive a Service Secretarial Waiver in order to receive full financial benefits for living in Area II. Failure to obtain a Service Secretarial Waiver will mean a reduction in financial benefits – see subparagraph 1.f. below. Even without a Service Secretarial Waiver, however, Service members will still be authorized shipment of 50% of their household goods, and have logistical support from the Housing Division for furniture and appliances for the duration of the tour. In addition, for Service members who received a certificate of nonavailability, housing referral services will be provided to assist Service members and their families to locate suitable private rental housing, with lease negotiations, and with translation services and landlord/tenant dispute resolution.

b. Schools:



FKCC

SUBJECT: USFK Command Policy Letter 26, Command Sponsorship for Service Members in Area I

(1) Command-sponsored Family members residing in Area I have the following Department of Defense Dependent Schools (DoDDS) education support options:

(a) Sponsors stationed at USAG Casey/Dongduchon: Dependents in grades K-8 will attend Casey Elementary School . Grades 9-12 are not inside the Seoul School Complex commuting area (students in these grades will remain eligible for the Non-DoD Schools Program at international schools). Sponsors who desire to enroll students at Seoul American High School will have access on space-available, tuition-free basis. The Non-DoD Schools Program (NDSP) provides support and funding for the education of eligible Family members of Service members assigned at locations where DoDEA does not operate a school within commuting distance . Service members who elect to enroll in the Non-DoD Schools Program must receive prior written approval from the NDSP Manager. More specific information on the Non-DoD Schools Program requirements and limitations can be found at <http://www.pac.dodea.edu/edservices/NonDoDSchools/nondod.htm>.

(b) Sponsors stationed at USAG Red Cloud/Uijongbu: Dependents in grades K-8 will attend Casey Elementary School . Attendance at a Non-DoD School Program (international schools) at government expense will not be authorized. Grades 9-12 are inside the Seoul School Complex commuting area and will attend Seoul American High School on a space-required, tuition-free basis (students in these grades will not be eligible for the Non-DoD School Program at international schools). .

(2) Area I Command-sponsored Family members who are authorized to live in Area II may attend DoDDS on a space-required, tuition free basis.

(3) Having read my options for DoDD Schools, I indicate my preference by initialing below:

\_\_\_\_\_ I have no school-aged (5-18 years old) children.

\_\_\_\_\_ I would like to enroll my children in Casey Elementary School (K-8).

\_\_\_\_\_ I will home school my children.

\_\_\_\_\_ I will apply for my children to attend an international high school (USAG Casey/Dongduchon sponsors only). Enrollment in an international high school is not automatic. Applications for international schools must be approved by the NDSP Manager and are subject to space availability at the international school. Sponsors who live within the commuting area of a DoD dependent school and choose to send their dependents to an international school are personally responsible for their dependents' tuition and educational programs, including the provision of special education.

\_\_\_\_\_ I desire to enroll my high school-aged children in Seoul American High School on a space-available basis, but understand the request might not be approved and I will enroll them in a Non-DoD Schools Program (USAG Casey/Dongduchon sponsors only).

\_\_\_\_\_ I desire Command Sponsorship only if my school-aged children can be enrolled in USAG Yongsan Seoul School Complex or Casey Elementary School.

c. Medical: In Area I, USAG Red Cloud and Camp Stanley Troop Medical clinics provide medical care for Service members only, while the USAG Casey Health Clinic provides care for both Service and Family members. Family members living in the Uijeongbu area (USAG Red Cloud and Camp Stanley) may choose to enroll at either the USAG Casey Health Clinic or Brian Allgood Army Community Hospital (BAACH) at USAG Yongsan for their primary care. Specialty and hospital care will be provided at BAACH or at a host-nation partner hospital. Military dental clinics in Area I provide Service member care only. Family members should maximize use of their TRICARE dental insurance in obtaining dental care from preferred host-nation providers in Area I. Limited routine dental care for Family members is available on USAG Yongsan.

d. POV Licensing and Registration:

(1) All command-sponsored Service members are authorized to obtain a USFK driver's license. They may own and register a POV IAW the procedures outlined in USFK Regulation 190-1, *Motor Vehicle Operations*.

(2) Family members of command-sponsored Service members are authorized to obtain a USFK driver's license IAW procedures outlined in USFK Regulation 190-1.

e. Child, Youth, & School Services (CYSS) & PX/Commissary Items: CYSS at USAG-Red Cloud have limited services. Service members are encouraged to call 732-6896 to find out what is currently offered. Beginning September 2010, School-Age and Middle School/Teen Programs will begin services. Child Development Services will begin operating late January, early February 2011. PX/Commissary facilities in Area I have limited items for Family members. Service members may special order items from the Yongsan PX and Commissary for delivery and pick-up at the USAG Red Cloud or USAG Casey PX / Commissaries.

f. Finance Entitlements: In accordance with the Joint Federal Travel Regulations (JFTR), a Service member is eligible for cost of living allowance (COLA), temporary lodging allowance (TLA), and overseas housing allowance (OHA) based on the Service member's permanent duty station - not the location of his or her Family members. The joint federal travel regulation (JFTR) allows an exception when a Service member assigned to Area I has a service secretarial waiver allowing Family members to reside in Area II. Without a service secretarial waiver, a Service member assigned to Area I who elects to have his or her Family members reside in Area II, is only entitled to entitlements based on Area I.

FKCC

SUBJECT: USFK Command Policy Letter 26, Command Sponsorship for Service Members in Area I

2. The undersigned acknowledges counseling the Service member on the command sponsorship limitations for Area I, Korea.

\_\_\_\_\_  
Service Member's O-5 Cdr  
Signature Block  
(Rank/Full Name)

\_\_\_\_\_  
Date

**Service Member's Acknowledgement**

Subject: Acknowledgement of Command Sponsorship Benefit Limitations in Area I, Korea

I have read and understand this memorandum explaining the limited services that will be available to my Family members in Area I, Korea. I understand the financial consequences of having my Family members reside in Area II if my Permanent Duty Station is in Area I and I do not have a waiver from my Service Secretary. I will contact my unit S1 if my tour status changes or my family departs Korea for longer than 30 days.

\_\_\_\_\_  
Service Member Signature Block  
(Rank/Full Name)

\_\_\_\_\_  
Date